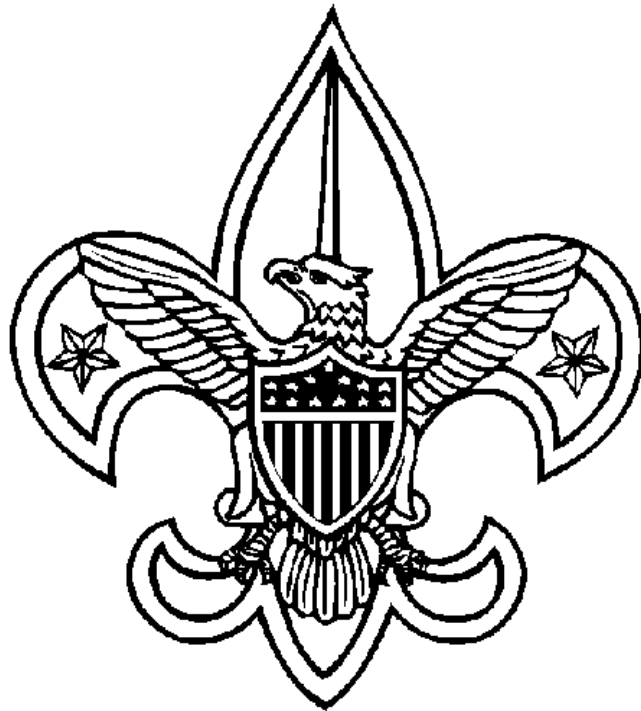


Welcome  
To

# **Boy Scout Troop 6**

Elizabeth River District  
Tidewater Council



## **POLICIES AND GUIDELINES**

<http://www.bsatroop6.net>

January 1, 2008

January 1, 2008

**INTRODUCTION .....5**

**CHAPTER 1 .....7**

GENERAL INFORMATION .....7

    1. *General*:.....7

    2. *Information Briefing*:.....7

    3. *Registration Requirements*: .....7

    4. *Dues*:.....8

    5. *Permission Requirements*: .....8

    6. *Troop Uniform Policy*.....8

    7. *Calendar of events*:.....10

    8. *Electronic Entertainment Devices* .....12

**CHAPTER 2 .....13**

TROOP ORGANIZATION .....13

    1. *General*:.....13

    2. *Organization*.....13

    3. *Patrols* .....14

**CHAPTER 3 .....15**

**CHAPTER 3 .....15**

ADULT LEADER POLICY .....15

    1. *General* .....15

    2. *Available Adult Leader Positions*: .....15

    3. *Committee Level Duties and Responsibilities* .....15

    4. *Troop Level Duties and Responsibilities* .....17

    5. *Adult leader training* .....17

    4. *Adult leaders' meetings*.....17

    5. *Adult leader conduct*.....18

**CHAPTER 4 .....19**

BOY LEADER POLICY .....19

    1. *General*.....19

    2. *Available boy leader positions*: .....19

    3. *Troop Elections*.....19

    4. *Qualifications for Leadership Positions* .....20

    5. *Leadership Position Duties and Responsibilities*.....21

    6. *Patrol Leaders' Council*.....24

**CHAPTER 5 .....26**

ADVANCEMENT .....26

    1. *Advancement Program* .....26

    2. *Advancement Policy* .....26

    3. *Merit badges*.....27

    4. *Service Projects* .....28

    5. *Leadership Requirements for Star, Life and Eagle Rank*.....29

    6. *Scout Spirit* .....30

    7. *Participation*.....30

    8. *Scoutmaster Conference* .....30

    9. *Board of Review*.....31

**CHAPTER 6 .....32**

DISCIPLINE ..... 32

    1. *General* ..... 32

    2. *Obedience* ..... 32

    3. *Youth Leadership Enforcing Discipline* ..... 32

    4. *Troop Reinstatement Review Board* ..... 33

    5. *Adult Leadership Enforcing Discipline* ..... 34

**CHAPTER 7 ..... 36**

OUTDOOR ACTIVITIES ..... 36

    1. *General* ..... 36

    2. *Scheduling Camping* ..... 36

    3. *Support for Camping* ..... 36

    4. *Funding* ..... 37

    5. *Food* ..... 37

    6. *Duty Rosters* ..... 37

    7. *Camping* ..... 38

    8. *Cooking* ..... 38

    9. *Individual Backpacking Stoves* ..... 38

    10. *Visitors* ..... 39

**CHAPTER 8 ..... 40**

EQUIPMENT ..... 40

    1. *General* ..... 40

    2. *Categories of Equipment* ..... 40

    3. *Control of Equipment* ..... 41

    4. *Safety Considerations with Equipment* ..... 41

    6. *Damage To Equipment* ..... 41

**CHAPTER 9 ..... 43**

ORDER OF THE ARROW ..... 43

    1. *General* ..... 43

    2. *Membership Eligibility* ..... 43

    3. *Election* ..... 44

## Introduction

I would like to welcome you to Boy Scout Troop 6. I am glad to see that you are interested in having fun, developing your skills, and building character. My goal is make the *Trail to Eagle* an experience that you will remember for the rest of your life.

The transition from Cub Scouts to Boy Scouts can be a overwhelming experience! It is not easy for a Webelos Scout to go from an adult led Cub Scout organization, where an adult leader arranges and leads every activity and teaches all of the skills, to a Scout led Boy Scout organization where an experienced Scout, sometimes not much bigger or older than the 1st year Scout, is leading and organizing activities and teaching skills (under the guidance and supervision of an adult leader). The 1st Year Camper program is to help these young Scouts get through the first year and achieve the rank of First Class. Under the supervision of the Scoutmaster and Assistant Scoutmaster, the "Troop Guides" act as a "Big Brother" to the 1st Year Camper.

It is not an easy transition for some Scouts, but given time, encouragement and support, the vast majority of Scouts make it through the first year, while advancing through the ranks of Scout, Tenderfoot, Second Class and First Class.

Homework and school activities, sports, band, church and family activities all compete for the Scouts time. We, as leaders and parents, understand that they cannot be at two places at the same time. We will work with the Scout in trying to help him become a well-rounded individual. We believe that "well-roundness" is a virtue, variety is the spice of life and "rigid flexibility" is the key to success.

Unlike Cub Scouts, in Boy Scouts, most of the advancement training and the experience is conducted and gained in the field, on the overnight camp outs held once a month. The most important part of the Scouting experience is participation in the Outdoor Program.

Remember that the Boy Leaders are also learning. They are learning to lead, guide, teach and accept responsibility. In some cases it is their first time in a leadership role. It is just as hard to learn to lead as it is to learn to follow. But these are the goals and methods of Scouting. They will learn by their own mistakes. We expect them to make mistakes. The adult leaders step in when safety is involved. Other than that, we often provide options to the Scout Leader, when they ask, and allow him to make the decision. Often the decision made may be a mistake, but they will learn.

The Scout's advancement rate is totally dependent on his individual initiative and participation. You, the parent, should motivate and encourage him at home. You can teach him and help him in the skills required, but cannot sign his book. Get involved with the Scout.

This booklet outlines the application of general BSA policy to specific situations regarding Troop 6. BSA policy is written in various official publications and is the final authority for resolving questions of policy.

I again want to welcome you to Troop 6 and hope that it will be a rewarding experience for the Scout and the parents. If you ever have any questions, please feel free to call me.

Yours in Scouting,

*Willie Adams*

Scoutmaster

January 1, 2008

# Chapter 1

## **General Information**

### **1. General:**

Troop 6 is a relatively large troop with a dynamic membership. Currently, the troop enrolls 8-15 new Scouts per year. While a majority of the new members advance from the Webelos program, the troop does acquire boys transferring from other troops, districts and councils.

a. The Scoutmaster, Senior Patrol Leader or representative members from Troop 6 will attend Webelos bridging ceremonies of those Dens giving advance notice of boys intending to join Troop 6. Each Webelos who has stated his intent to join Troop 6 will be presented a Scout neckerchief from the troop and will be officially welcomed to the troop.

b. Boys, advancing from Webelos, or new to the Boy Scouting Program, will form a "new Scout" patrol. To give these new Scouts the initial attention they deserve the Scoutmaster will designate an assistant Scoutmaster to work directly with them.

c. Any new Scout entering the troop, who has not had scouting experience, will be placed in the first year patrol. If that scout is older than 11 years of age, he can be moved into another patrol after advancing to the rank of First Class.

### **2. Information Briefing:**

Every member of the Troop will receive an information briefing, designed to give Troop 6 members and their parent's details about Scouting and Troop 6. The briefing will be an overview of the contents of this booklet.

### **3. Registration Requirements:**

Prior to any Scout participating in any Troop 6 event, the following shall be returned to the Scoutmaster or one of his assistants:

- Completed BSA application along with prorated share of the registration fee. This fee is to cover the registration, the Boys' Life subscription and insurance.
- BSA Medical Release Form (Parent's authorization for emergency treatment)

In addition, the annual registration is to be paid in December. This fee is to cover the registration with the Boy Scouts of America, the Boys' Life subscription and

insurance. If the Scout enters the troop during the year, his registration will be prorated accordingly.

#### **4. Dues:**

Troop dues are \$78 per year (\$1.50 per week whether the he attends or not) to be paid annually or semi annually in January and July. Troop Dues are prorated at \$1.00 per week, when joining. Scouts who are delinquent in their dues will not be permitted to advance or hold leadership positions. As with any organization activities that requires money, financial problems are occur and are understood. If such occurs let us know so we can work out an agreeable payment plan and keep your Scout active. These dues pay for the operation of the Troop (i.e. rank awards, merit badges, forms, etc.). It does not cover any trips taken by the Scout nor does it cover registration. **Boys advancing to the rank of Eagle are not required to pay dues.**

#### **5. Permission Requirements:**

**Every trip the Troop takes requires a permission slip from the parents or guardians.** The Scout will not be allowed to attend without it. This permission slip provides the Scout **permission to attend** and provides the Scoutmaster or Assistant Scoutmaster the **authorization to obtain medical treatment**, if necessary. These permission slips are given out in advance of the trip and are expected to be turned in at the assembly area for the trip.

#### **6. Troop Uniform Policy.**

a. Wearing a uniform "shows Scout spirit." It is not the purpose of the Scout uniform to hide the differences between boys or make them feel they are all the same. Scouts come from all racial and ethnic backgrounds. They have their own religious beliefs and family traditions. Scouting wants boys to take pride in these differences rather than to hide them or be ashamed of them. There is one way all Scouts are alike. Whenever a Scout sees another Scout in uniform he knows he is like that person because both have committed to the principles of the Scout Promise and Scout Law. This is important in a time when there are too many things dividing people. The Scout Oath and Law bind all Scouts, the world over, in a common purpose. The Scout uniform identifies Scouts openly with someone of the same beliefs and values. By wearing the uniform Scouts are taking an open stand for their convictions. **How the uniform appears on a scout, is an immediate indication of the pride and effort that the scout, and the parent, has toward the Boy Scouts of America and his Troop. Shirts will be tucked in at all times.**

b. BSA policy allows a troop several options regarding uniforms. Troop 6 has elected the following:

**(1) Uniform for all Weekly Troop Meetings during the public school year (except for Courts of Honors, scoutmaster conferences, boards of review, Eagle Ceremonies)**

- Scout khaki shirt (long or short sleeve)
- Scout trousers (long or short).
- Any Scout neckerchief or scout bolo w/any slide shall be worn.
- No Hat
- Any closed-toe shoes or boot (as a safety precaution Troop 6 policy prohibits the wearing of sandals at scouting events.)
- Scout Belt
- Scout Socks

*Note: Order of the Arrow (OA) sashes are only worn at OA functions and Troop and Eagle Courts of Honor.*

**(2) Uniform for all Weekly Troop Meeting during the summer (except for Courts of Honor, Scoutmaster Conferences, boards of review, and Eagle Ceremonies)**

- Scout T-shirt
- Scout trousers (long or short).
- No Hat
- Any closed-toe shoe or boot (as a safety precaution troop policy precludes the wearing of sandals at Scouting events.)
- Scout Belt
- Scout Socks

**(3) Uniform for all Courts of Honors, all scoutmaster conferences, all boards of review, all Eagle Ceremonies)**

- Scout khaki shirt (long or short sleeve)
- Scout trousers (long or short).
- Troop 6 Scarf (or Eagle Scarf for Eagle Scouts)
- No Hat
- Any closed-toe shoes or boot (as a safety precaution Troop 6 policy prohibits the wearing of sandals at Scouting events.)
- Scout Belt
- Scout Socks
- Merit Badge Sash
- OA Sash

*Note: Order of the Arrow (OA) sashes are only worn at OA functions and Troop and Eagle Courts of Honor.*

**(4) Uniform for all Camping Trips**

- Scout T-shirt
- Pants that are applicable to the event

- Any closed-toe shoes or boot (as a safety precaution troop policy precludes the wearing of sandals at Scouting events.)

c. New uniforms are available for sale through Tidewater Council's office located at 1032 Heatherwood Drive, Virginia Beach.

d. The troop committee maintains a uniform exchange locker in the Scout room of the church. Uniform items that Scouts can donate, usually as they have outgrown, can be stored in the troop locker for use by other Scouts. Your participation helps everyone.

e. If, for any reason a Scout is unable to afford such a uniform the troop will help arrange for one. A note, signed by the Scout's parents or guardian, stating financial circumstances shall be presented to the Scoutmaster or Troop Committee Chairman. Personal details will remain confidential.

f. Uniform inspections will be conducted by the boy leaders at least once a quarter.

g. The uniform shirt requires various patches to be sewn in specific places. The inside cover, both in the beginning and end, of the Scout Handbook identifies the location of the patches.

## **7. Calendar of events:**

Troop meetings and monthly events are planned for a 12-month period from September 1 through August 31. In preparing the annual calendar the Senior Patrol Leader will canvas the troop for desired events. The Senior Patrol Leader will then hold a meeting of the Patrol Leaders' Council with the troop's Scout and adult leadership and prepare a proposed calendar for approval by the troop committee. The Scoutmaster will consider the boys' desires for an annual program with respect to the ability to support the program.

This calendar is published every month on the Troop Website. This calendar contains the school calendar, and every meeting or event of the Troop, District, Council and the Order of the Arrow. It is suggested that you maintain this calendar in your home for reference to Troop 6 activities. The following is a brief description of the events contained in the Troop calendar:

### **a. TROOP ACTIVITIES**

#### **(1) Troop Meetings**

All Scouts are to meet at the Great Bridge Baptist Church from 7:30 p.m. to 9:00 p.m. every Monday night, unless informed otherwise. These meetings are held upstairs in the youth Sunday school rooms. Parents are responsible for arranging transportation for their Scout. Scouts should not arrive any earlier than 7:25 p.m. and should be picked up

by 9:05 p.m. unless otherwise directed by the Scoutmaster. Parents are responsible for their own child's safety before and after Scout meetings. Scouts are not permitted to loiter outside during meetings, nor roam the church (inside or outside). Any Scout leaving the meeting early must inform the Scoutmaster.

**(2). Courts of Honor**

Troop 6 conducts quarterly Courts of Honor to recognize our Scouts' hard work. Courts of Honor are family affairs and parents are encouraged to attend to honor the boys for their achievements. A troop Court of Honor shall be held as indicated in the Troop Calendar. Courts of Honor will be scheduled whenever there is sufficient merit badges, rank advancements, awards, etc. to warrant holding one. **It is especially important for the parents to be present.** (*Eagle courts of honor are conducted separately from the regularly scheduled events for individual Scouts as needed*)

**(3) Long Term Camping (Summer Camp)**

To give Scouts the opportunity to achieve BSA goals for long-term camping, Troop 6 attends at least one week of camp at an approved BSA facility during the summer. Historically, Troop 6 tries not to repeat summer camp at the same facility, two summers in succession. This assures variety in the troop's objectives for long-term camping and affords Scouts the opportunity to experience different camp programs. The focus is earning Merit Badges, and experience the outdoors camping.

**(4) Short Term Camping**

Boy Scouts Camp, Camp, and Camp! Hence the phrase “Keep the “outing” in Scouting”. Most of Scouting activities are directly or indirectly related to camping. Many of the skills that a Scout learns are to prepare him for enjoying the natural outdoors environment of camping. A camping trip is a pleasurable learning experience that all Scouts are expected to participate in. Practically all of the scouting skills are taught during the camping trips. Parents are encouraged to participate in the trip as well. Every trip will need the help of the parents for transportation and supervision

On the calendar, wherever you see “Camping”, you can plan on reserving that weekend for a troop camping event. Troop 6 will go camping anywhere within a four hour drive from the church.

**(5) Troop Committee Meeting**

The troop committee is a group of adults, generally parents of the troop, whose primary purpose is to support the troop activities. A more detailed description is contained in Chapter 3 and 4 of this booklet. They meet at the Great Bridge Baptist Church monthly, to discuss Troop issues, and plans to support upcoming troop events.

**(6) Boards of Review**

Before any Scout is advanced in rank, he must stand a “Board of Review”. This Board of Review is a group of three or more adults, that are not Scoutmasters or Assistant Scoutmasters, who will examine the Scout to validate the readiness of the Scout and his worthiness of promotion. This board will be available at least twice each month, concurrent with the troop meeting.

**b. ELIZABETH RIVER DISTRICT EVENTS**

(1) **Camporee.** Twice each year, in the Spring and Fall, the District will hold a “Camporee”. This is a camping event with a consolidation of all the Troops in the Elizabeth River District. Usually this event involves competition among the troops resulting in several awards and trophies. This event is usually held locally.

(2) **Roundtable.** Once each month, a meeting is held with all the Scoutmasters, District Scout Leaders and to discuss issues related to training, fund raisers, advancements and anything having to do with operating and improving the Scouting Program in our District.

(3) **Order of the Arrow (OA) Chapter.** The Order of the Arrow is a Brotherhood of Campers - Scouts and Scouters - who best exemplify the Scout Oath and Law in their daily lives. All of the OA members of the Elizabeth River Chapter (District level) meet once each month at 7:30 p.m (the place is posted on the Troop Calendar). A more detailed understanding of the OA is contained in Chapter 10 of this booklet.

### c. **TIDEWATER COUNCIL EVENTS**

(1) **Scout Show or Scout Fest.** Annually the Tidewater Council sponsors an event that includes every Troop and Pack in the Tidewater area. This event is an opportunity for every unit to have a booth or area to demonstrate their skills to the public and to visit and meet other scouts. This event is held at one of the military bases in the area and, usually, at one of the military bases in the area.

(2) **Various Committee Meetings.** You will find various types of committee meetings scheduled on our calendar that are at the Council level. These are on the calendar to inform you of meetings that may be of interest to you concerning major plans that your Scout will have the opportunity to be involved in. You are welcome to get involved at any time.

(3) **Order of the Arrow (OA) Lodge Executive meeting.** The Blue Heron Lodge (council level) of the Order of the Arrow is made up of five Chapters, including our Elizabeth River Chapter. The Lodge Meeting is held once each month at the Tidewater Council building. Every OA member is welcome to attend.

## **8. Electronic Entertainment Devices**

Troop 6 policy prohibits Scouts from bringing personal radios, televisions, compact disc, cassette players, electronic video games on weekend camping trips, except in the vehicle they travel in. These devices **WILL NOT** be removed from the vehicles. **Cellular phones and pagers are not permitted at ANY Troop activity or meeting.**

## Chapter 2

### ***Troop Organization***

#### **1. General:**

Troop 6 is organized in accordance with BSA guidelines. The following descriptions highlight areas within the troop's organization.

#### **2. Organization**

##### **a. Chartering organization**

Great Bridge Baptist Church is the Chartering Organization (CO) for BSA Troop 6. The charter allows the Church to host a BSA troop for its community and youth objectives. In turn the Church agrees to support the troop by providing a safe meeting place with adequate facilities. The primary function of the CO is to select and approve all adult leaders (Scoutmaster, Assistant Scoutmaster, Committee Chairman and Committee Members). The chartering organization is responsible for background checks of all adult applicants and will have the final approval for adults filling positions with the troop.

##### **b. Troop committee**

The troop committee is a group of adults, generally parents of the Scouts, who's responsibility is to support the troop by insuring that the troop's adult leadership is adequate, by providing various support functions, delivering quality troop program, handling troop administration and by insuring that the troop is functioning according to official policy. Committee meetings are held monthly, as indicated on the Troop calendar. The troop committee consists of a chairman, a secretary, a treasurer, training coordinator, or other position as determined by the committee. (See BSA Troop Committee Guidebook for further information.)

##### **e. Adult Leadership**

The Scoutmaster is responsible run the operations of the troop, with the assistance of the Assistant Scoutmasters. They provide advice and guidance to the boy leadership of the troop and ensure that the activities and training are executed to the standards of the Boy Scouting Program. They request administrative and logistical support from the Troop Committee.

##### **d. Boy Leadership**

Troop 6 is a "boy run" troop. This means that the planning and execution of all troop meetings, field events, camping trips, business meeting or any other activity is conducted by the youth members of the troop. Assigned to each Patrol is an adult advisor

(Assistant Scoutmaster) to lend assistance and advice as needed. The scouts will learn by their own mistakes. They will learn to lead as well as to follow.

### **3. Patrols**

The "patrol method" gives Scouts an experience in group living and citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it. The patrol method builds patrols into strong active units. This is best accomplished through long-term association with shared, common experiences from camping or special events. The following are standards for the development of Patrols:

- Troop 6's goal is to maintain a patrol's integrity through as much of a Scout's career as possible.
- Patrols will select their name from the BSA catalog list of Patrol Names.
- The Patrol name will remain until the patrol is done away with.
- The First Year Scout Patrol will select a new name at the beginning of each Scouting year.
- At the end of the scouting year, the First Year Patrol will be assigned to the other patrols, providing the advance to the rank of 1<sup>st</sup> Class.

## Chapter 3

### *Adult Leader Policy*

#### 1. General.

The adult leadership of Troop 6 has two major goals:

- Provide an environment for the boys to live the ideals of Scouting, including a chance to develop and demonstrate leadership abilities.
- Provide an adult organization structure that can adapt to changes in its staffing requirements.

In keeping with these goals the adult leaders will act primarily as advisors giving maximum opportunity for the Scouts to show responsibility.

#### 2 . Available Adult Leader Positions:

##### a. Troop Committee

- Chartering Organization Representative
- Committee Chairman
- Secretary
- Treasurer (**advisor to the Scribe**)
- Advancement
- Fund Raising
- Quartermaster (**advisor to the Quartermaster**)
- Transportation
- Training

##### b. Scoutmaster and Assistant Scoutmasters

- Scoutmaster (**advisor to the SPL and ASPL**)
- Assistant Scoutmaster (1st year patrol) (**advisor to the Troop Guides**)
- Assistant Scoutmaster (each additional patrol) (**advisor to the Patrol Leaders**)

#### 3. Committee Level Duties and Responsibilities

##### a. Chartering Organization Representative

- A member of the church
- Serves on the troop committee
- Acts as a liaison between the troop and the chartering organization

- Selects a troop committee chairman
- Encourages training, helps recruit other adult leaders
- Attends the District Committee meetings as an active member

**b. Committee Chairman**

- Serves as the "chairman of the board," the board being the troop committee.
- Sets up the agenda and presides over the Troop Committee meeting
- Works closely with the Scoutmaster in support of the Troop Program

**c. Secretary**

- Attends all committee meeting
- Records the minutes and types and distributes minutes for approval.
- Assist in registration of the Troop

**d. Treasurer**

- Responsible for all of the troop's financial records (this includes the recording of all incoming and outgoing moneys)
- Provides a monthly written report on troop finances to the troop committee
- Compiles the yearly projected troop budget and submits it to the committee for review at the January committee meeting.
- Serves as the Advisor to the Troop Scribe
- Receives all moneys from the Troop members

**e. Advancement**

- Responsible for the administration of the troop advancement program
- Keeps records of the Merit Badge Counselors
- Prepares advancement reports for submission to the Council.

**f. Fund Raising**

- Researches and recommends fund raising project to meet the troops financial requirements
- Organizes volunteers to assist in funding raising
- Obtains approval from Tidewater Council.

**g. Quartermaster**

- Providing recommendations to the troop committee on equipment purchases
- Overseeing one major project which the troop Quartermaster must perform during his tenure
- Instructing the troop in safe use of all troop equipment.
- Conduct a periodic inventory of the troop equipment
- Serves as the Troop Quartermaster Advisor

**h. Transportation**

- Works with the Scoutmaster to determine transportation requirements for camping trips/special events
- Organizes drivers and vehicles for events
- Prepares tour requests and submits to council.

**4. Troop Level Duties and Responsibilities**

**a. Scoutmaster**

- Serves as the "chief executive officer."
- Always set the example, both in appearance and conduct
- Attend all troop activities
- Responsible for the Scouts of the troop and all assistants Scoutmasters assigned.
- Responsible for the safety and welfare of the Scouts
- Ensures a quality program
- Attends troop committee meetings
- Reports the status of the troop and the annual program of events
- *Is the Advisor to the Senior Patrol Leader and Assistant Patrol Leader*

**b. Assistant Scoutmasters**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Monitor the performance of the Patrol Leader
- Ensures that discipline is maintained in the patrol
- Ensures that the "program" portion of the weekly meeting is planned and executed by the patrol, through the patrol leader
- Ensures that the Patrol Leader carries out his duties
- *Serves as the principal advisor to the Patrol Leader / Troop Guide / and Instructors*

**5. Adult leader training**

Any adult who becomes involved with the troop is strongly encouraged to take advantage of Adult Basic Training or Leader Training for adults offered by the Tidewater Council, BSA. This training insures the troop's adult leaders remain on target with the aims of Scouting. As a minimum, until leadership training can be arranged, adult leaders will be familiar with the Youth Protection Program guidelines for Boy Scout leaders.

**4. Adult leaders' meetings**

Adult leaders are encouraged to become involved with all aspects of the Scouting program. The following is a list of some of the suggested meetings that adult leaders should attend:

- Troop committee meetings
- Patrol Leaders Council meetings
- Adult District Roundtable's
- Special "called" troop committee meetings
- Weekly troop meetings
- Training sessions

### **5. Adult leader conduct**

Adult leaders shall exhibit the ideals of Scouting when working with boys. They will strive to set the example in their handling of the boys. Standards of conduct in personal habits, language, hygiene and interaction with Scouts will be in accordance with the Scout Oath and Law. The Scoutmaster is responsible for the conduct of adult leaders.

## Chapter 4

### ***Boy Leader Policy***

#### **1. General**

Like any other activity, a leadership role within Scouting requires an extraordinary commitment. A leadership role with Troop 6 demands time and sacrifice of the Scout. Although Scouting is open to any boy at least 11 years of age or has completed the fifth grade, Troop 6 leadership positions should only be considered by those boys who:

- Demonstrate the proper example
- Are willing to give to the troop 100% effort
- Are willing to put troop activities on a high priority

#### **2. Available boy leader positions:**

##### **a. Elected positions:**

- Senior Patrol Leader -- Elected by the troop members
- Assistant Senior Patrol Leader -- Elected by the troop members
- Patrol leader -- Elected by individual patrols members (will be appointed by the Scoutmaster if there is a long list of Scouts waiting for positions.

##### **b. Appointed positions:**

- Junior assistant Scoutmaster -- Appointed by the Scoutmaster
- Troop Guide – Appointed by the Scoutmaster (will be discussed with the Senior Patrol Leader and Assistant Patrol Leader)
- Den Chief – Appointed by the Scoutmaster (will be discussed with the Senior Patrol Leader and Assistant Patrol Leader)
- Chaplain's aide -- Appointed by the Scoutmaster
- Instructor -- Appointed by the Scoutmaster

\*\* Note that all positions appointed by the Senior Patrol Leader must be approved by the Scoutmaster, prior to assignment.

#### **3. Troop Elections**

Troop leadership positions will be changed at least semi-annually. Generally, all leadership positions, except for Senior Patrol Leader and Assistant Senior Patrol Leader,

will be appointed by the Scoutmaster. These position assignments will be based on the Scouts ability, need date, date of rank, and will have as much of a progression of responsibility as possible.

a. A general election of the entire troop will be conducted for Senior Patrol Leader and assistant Senior Patrol Leader. The outgoing Senior Patrol Leader will preside over the election, accepting nominations and supervising the collection of ballots. Voting will be conducted by secret ballot. Election for Senior Patrol Leader will be conducted first to allow candidates not elected to run for assistant Senior Patrol Leader and/or Patrol Leader. The Scoutmaster or an Assistant Scoutmaster and the outgoing Senior Patrol Leader or a Junior Assistant Scoutmaster will count and verify the vote. The candidate receiving a simple majority of the members present will be declared winner. If more than two boys are running for a position and no one receives 50 percent of the votes, the vote will be taken between the two candidates getting the most votes until one candidate receives a majority of the votes.

b. An attempt will be made to get 100 percent of the troop's membership in attendance during the night of the election. No election will be conducted if less than half of the general membership is present.

#### **4. Qualifications for Leadership Positions**

##### **a. Senior Patrol Leader**

Each Scout running for the office of Senior Patrol Leader should:

1. Be at least a Life Scout
2. Have served in **at least two** of the following positions:
  - Senior Patrol Leader
  - Assistant Patrol Leader
  - Patrol Leader
  - Troop Guide
  - Instructor
3. Be at least 14 years old

##### **b. Assistant Senior Patrol Leader**

Each Scout running for the office of assistant Senior Patrol Leader should:

1. Be at least a Star Scout
2. Have served in at least one of the following positions:
  - Senior Patrol Leader
  - Assistant Patrol Leader
  - Patrol Leader
  - Troop Guide
  - Instructor
3. Be at least 13 years of age.

**c. Patrol leader**

Must be at least a First Class Scout.

**5. Leadership Position Duties and Responsibilities**

**a. Senior Patrol Leader**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Responsible for the actions of the Patrol Leaders, Troop Guides and Assistant Senior Patrol Leader
- Is the youth spokesman for the Troop at all District and Council events and activities
- Attends the District Round Table each month
- Sets the agenda and presides over the Troop meetings
- Sets the agenda and presides over the Troop Patrol Leaders Council meetings
- Keeps the Patrol Leaders informed of any changes in planned Troop activities.
- Follows up on assignments given to other Scouts
- Random talks to other Scouts to ensure they are being kept informed of troop events and happenings from their Patrol Leader
- Keeps the Assistant Senior Patrol Leader informed of all actions of the Troop
- Keeps in communication with the Scoutmaster at all times
- Conducts a quarterly uniform inspection of all troop members
- Supervises the Patrol Leaders and Troop Guides of the Troop
- Work closely with the Scoutmaster as the Advisor

**b. Assistant Senior Patrol Leader**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Responsible for the actions of the Instructors, Scribe, Quartermaster, Historian, Librarian and Chaplain
- Submit the attendance roster of the staff to the scribe
- Substitutes for the Senior Patrol Leader during his absence
- Supervises the Instructors, Troop Scribe, Quartermaster, Historian, Librarian, and Chaplain
- Assist the Senior Patrol Leader as directed
- Plan and execute the “game” portion of the Troop meetings
- Work closely with the Scoutmaster as your Advisor
- In the absence of the Scribe or Quartermaster the ASPL will assume their duties and responsibilities

**c. Patrol Leaders**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Responsible for the actions of the Patrol members
- Submit the attendance roster of the Patrol to the Troop Scribe at each meeting.
- If a TV or VCR is needed for the “program” of the weekly meeting, contact the Scoutmaster on week in advance
- Set the agenda and preside over all patrol meetings and “patrol corners”
- Attend all Patrol Leader Council meetings
- Discuss with the patrol, their interest and receive their input for the next Patrol Leader Council meeting
- Discuss with the patrol, the results of the Patrol Leader Council meetings
- Accountable for equipment assigned to the patrol
- Plan and execute the “program” portion of the Troop meetings as scheduled on the Troop Calendar or as decided at the Patrol Leaders Council meeting.
- Communicate information from the Senior Patrol Leader to his Patrol members
- Ensure that every member of the patrol is taken care of at all troop activities.
- Plan the patrol duty roster and menu for each camping trip and ensure that every member of the patrol is included
- Work closely with the Assistant Scoutmaster assigned to your patrol as your Advisor

**d. Troop Guides**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Set the agenda and preside over all patrol meetings
- Attend all Patrol Leader Council meetings
- Discuss with the patrol, their interest and receive their input for the next Patrol Leader Council meeting
- Discuss with the patrol, the results of the Patrol Leader Council meetings
- Accountable for equipment assigned to the patrol
- Plan the “program” portion of the Troop meetings as scheduled on the Troop Calendar or as decided at the Patrol Leaders Council meeting.
- Communicate information from the Senior Patrol Leader to his Patrol members

- Teach the patrol members how to plan the patrol duty roster and menu for each camping trip and ensure that every member of the patrol is included.
- Teach, or ensure that, the first year scouts are taught the basic skills of scouting, to the standard and follow up to ensure he has retained the skills.
- Prevent any harassment of the first year scouts from the older scouts
- Always take care of your scouts, before you take care of yourself. An example is to never cook your own meal, until the members of the patrol are eating theirs
- Work closely with the Assistant Scoutmaster assigned to your patrol as your Advisor

**e. Den Chief**

- Always set the example, both in appearance and conduct
- Attend all troop activities, except when Pack or Den activities are at the same time
- Receive Training from the Pack
- Attend all Den and Pack activities
- Assist the Den Leader of a Cub Scout Pack performing such duties as
  1. Collection of dues
  2. Leading in the Game activity
  3. Assisting with the handicrafts
  4. Teaching Cub Scouts their basic skills

**e. Instructors**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Assist the Patrol Leader
- Provide training to the Patrol, to held during patrol corners, relative to the basic scouting skills or as otherwise requested by the Patrol Leader or Patrol Leaders Council
- Work closely with the Patrol Advisor as your Advisor

**f. Chaplain's Aid**

- Always set the example, both in appearance and conduct
- Attend all troop activities
- Conduct a planned Sunday morning church service for the troop on each camping trip
- If this position is occupied to fulfill the leadership requirement, you must perform one major project to improve his respective area. The Scoutmaster or assistant Scoutmaster must approve this project. These

projects will be separate and distinct from the "service projects" requirement for advancement.

- Work closely with the Troop Committee Chaplain as your Advisor

## **6. Patrol Leaders' Council**

### **a. General**

The Patrol Leaders' Council is responsible for planning and conducting the troop's activities. The troop committee interacts with the Patrol Leaders' Council through the Scoutmaster. The Patrol Leaders' Council comprises the following voting members:

- Senior Patrol Leader -- Leads the Patrol Leaders' Council
- Assistant Senior Patrol Leader
- Patrol leaders -- One for each patrol
- Troop Guide for first year patrol
- Instructors
- Scoutmaster and assistant Scoutmasters
- *Other leadership positions may attend but do not have voting rights.*

\*\* PLC meetings are scheduled on the Troop Calendar every month.

### **b. Purpose:**

- Plan the annual calendar of events
- Plan monthly events
- Plan and organize weekly meetings and assign responsibility for planned events in accordance with the monthly activity
- Discuss problems and make recommendations on improving troop operations.

January 1, 2008

## Chapter 5

### ***Advancement***

#### **1. Advancement Program**

Advancement is the process by which youth members' progress from rank to rank, a means to an end, not an end in itself. It is designed to help the boy have an exciting and meaningful experience.

a. Education is the chief function of the Scouting movement and the basis of the advancement program. A fundamental principle of advancement is that the boy's progress is a natural outcome of his activities in his patrol and troop. The rank requirements shall furnish the basis of the activities of the unit. Recognition is gained through leadership in the troop, attending and participating in its activities, living the ideals of Scouting and proficiency in activities related to outdoor life, useful skills and career exploration.

b. All advancement procedures shall be administered under conditions that harmonize with the aims and purpose of the BSA; to strengthen character, body, mind and the concept of being a participating citizen.

c. The Boy Scout requirements for rank advancement shall be the basis for the Scouts' advancement. There are four steps in the procedure: learning, testing, reviewing and recognition.

d. Ranks are Scout, Tenderfoot, Second Class, First Class, Star, Life and Eagle. Eagle Palms may be awarded for additional merit badges until the Scout's 18th birthday.

e. The responsibility for merit badge qualifications shall rest with the counselor. Merit badge counselors shall be registered adult members of BSA. The merit badge counselor shall prepare and qualify youth members. There is no board of review procedure for merit badges, but public recognition will be given at a court of honor.

#### **2. Advancement Policy**

Advancement in BSA, is totally dependent upon the boy. Each boy is expected to pursue the various advancement requirements, awards, badges and ranks at his own pace. We encourage him to involve his family, other Scouts, the Scoutmaster and any other sources to help him.

a. The troop's routine program will emphasize Scouting skills and leadership training; both at weekly meetings and at camping trips. As a matter of routine, merit

badges will not be taught as part of Troop 6's regularly scheduled meetings. Some meetings may focus on a particular merit badge as a means of introducing Scouts to the subject, but completion of the badge is an individual effort by the Scout. The troop will provide guidance and assistance in completing merit badges outside the weekly meetings, i.e., classes prior to meetings or on camping trips. On occasion, a merit badge may be taught in the regular meeting if for a unique reason. The extra effort and experience gained by pursuing merit badges through approved counselors is important in maintaining the quality and maturity of the upper ranks of Star, Life and Eagle.

b. Advancement requirements for the first three ranks are listed in the Chapter 1 of "The Boy Scout Handbook." Advancement to Tenderfoot, Second Class and First Class concentrate on Scouting skill rather than merit badges. Scouting Skills shall be taught by Scouts that are First Class or higher, or by adult leaders. The Scoutmaster shall hold Scoutmaster conferences, when requested by the Scout, or, as the Scoutmaster deems necessary. A board of review shall be available at any regularly scheduled Troop meeting, providing a sufficient number of adults (not serving as SM or ASM's) are available.

c. Advancement requirements for Star, Life and Eagle ranks are covered in Chapter 27 of "The Boy Scout Handbook." These higher ranks emphasize merit badge work only after a boy has a solid foundation of basic Scouting skills.

d. Eagle advancement: An advancement packet discussing Eagle requirements can be obtained from the Scoutmaster upon completion of the Life Scout award. The packet contains the following items:

- National BSA application
- Letters of recommendation (6 required)
- Eagle service project work book
- Other guidelines for Tidewater Council's requirements.

### **3. Merit badges**

a. Earning merit badges give Scouts self-confidence by teaching them to overcome obstacles to achieve a goal. The Scout also learns career skills, develops socially and may develop physical skills and hobbies that give a lifetime of healthful recreation. To earn merit badges the following sequential procedures shall be followed:

- Obtain merit badge application ("blue card") from the Scoutmaster or assistant Scoutmaster. The card must be signed by the Scoutmaster or assistant Scoutmaster showing his approval
- Contact the merit badge counselor and arrange meetings
- Complete the merit badge requirements under the guidance of the counselor
- Ensure the counselor signs the card verifying completion of all requirements
- Return the card to the Scoutmaster or assistant Scoutmaster and obtain his signature to indicate completion of the merit badge requirements

- Present the completed card to the Scoutmaster for forwarding to the council for registration and procurement of the badge.

**b. Group Merit Badge Instruction**

While merit badges may be earned in group instruction this method is discouraged for most merit badges as it bypasses one of the key purposes of the merit badge plan; to work closely with a qualified adult. Group instruction is most practical when special facilities, expert personnel and/or limited counselors make individual instruction inappropriate. When the group method is used as much individual attention as possible should be afforded each candidate's project and his ability to fulfill all requirements.

**c. Merit Badge Counselor**

A counselor working with a Scout acquaints the boy with an adult knowledgeable in one or more fields, an experience invaluable to a Scout. The counselor introduces subjects that may lead to a career choice or to a lifetime pursuit. The troop advancement chairman and the Scoutmaster will maintain a list of approved merit badge counselors. The troop has approved merit badge counselors other than those on the council's approved list. The council and district advancement committee must approve merit badge counselors, even those parents only serving one unit (Troop 6). Counselors must register as Scouters. In all cases the advancement chairman must have a completed Merit Badge Counselor Application on record for each applicable person.

d. Merit badges will not be offered as part of the regular troop annual calendar as a matter of routine; however, to spark an interest in a subject area the troop may use merit badge counselors to make presentations covering the highlights of a merit badge. Scouts are then given an opportunity to try a skill related to the badge. Also, work on some merit badges may be arranged at some camping trips.

e. No Scout, parent, assistant Scoutmaster or committee member will arrange for a merit badge class to run concurrent with the regularly scheduled troop meeting unless specifically approved by the Patrol Leaders' Council **and** the Scoutmaster. Troop meetings are reserved for conducting skill and leadership training and general troop business. With the approval of both the Scoutmaster and advancement chairman, merit badge classes may be scheduled prior to the regular meeting. Scoutmaster approval will insure reservation of a meeting place. Approval of the advancement chairman will ensure approved counselors, "blue cards," merit badge books and other administrative requirements.

#### **4. Service Projects**

**a. Star and Life**

Work on service projects for credit toward advancement to Star and Life ranks shall be approved by the Scoutmaster **in advance** of starting the project. Only adult

leaders are authorized to sign-off service project requirements. If there is any doubt as to the validity of the project the matter will be referred to the troop committee for resolution.

**b. Eagle**

Eagle service projects shall be of lasting value to the community rather than completion of routine upkeep and preventive maintenance. Tidewater Council suggests the project be a minimum of 100 man-hours of labor and planning. The project shall be approved by the Scoutmaster (or designated representative), Troop Committee and the District Committee in advance of beginning any work. The Troop 6 Committee may require that the Eagle candidate brief the troop committee on his project at a regularly scheduled committee meeting. The Eagle candidate must take into consideration the lead time required for troop and district committee approval in planning work schedules. The brief shall outline the scope, scale and requirements of the proposed project. The committee will review the candidate's plan for completeness in planning and ability of the troop to support the project to completion. The schedule of work should be examined in detail to ensure there are no major conflicts with other planned troop activities. Upon completion of the service project, The Eagle candidate shall provide the Scoutmaster with a written description of the project and, where appropriate, a schedule of participants and hours worked.

c. Scouts of any rank can arrange for service projects that benefit the community. However, if the project will require Troop 6 resources then the project should be presented to the Patrol Leaders' Council for discussion, scheduling and Scoutmaster approval.

## **5. Leadership Requirements for Star, Life and Eagle Rank**

a. As the Scout increases his rank status, he should also increase his acceptance of responsibility. The higher the rank, the more is expected of the Scout. Therefore, one or a combination of the following positions will be expected as fulfilling the leadership requirements as indicated below:

**(1) Star**

- Patrol Leader
- Troop Guide
- Instructor
- Den Chief
- Troop Chaplain's Aid

**(2) Life**

- Assistant Senior Patrol Leader
- Patrol Leader
- Troop Guide
- Instructor
- Den Chief

(3) **Eagle**

- Assistant Senior Patrol Leader
- Senior Patrol Leader
- Patrol Leader
- Troop Guide
- Instructor

b. If the scout holding the position of scribe, chaplain, or quartermaster **for the purpose of meeting** the requirements for leadership for the next rank, they will be required to perform one major project to improve his respective area. The Scoutmaster or Adult Advisor must approve this project. These projects will be separate and distinct from the "service projects" required for above ranks

c. The Adult Advisor throughout his tenure will monitor scouts. Counseling will be provided either as deemed necessary by the Scoutmaster or Assistant Scoutmaster or as requested by the Scout. *If a Scout fails to carry out his responsibilities, he will be awarded leadership tenure proportionate to the effort put into the position.*

## **6. Scout Spirit**

In order to fulfill the requirements for Scout spirit, the Scout must demonstrate Scout spirit by living the Scout Oath and the Law in his everyday life. The Scoutmaster, at home, at school or at troop activities takes the Scouts personal conduct, in consideration, when sign off is requested.

## **7. Participation**

All Scouts of Troop 6 are welcomed and encouraged to take advantage of all troop activities. Simply "holding membership" does not qualify the requirement. The Scout must be "active" to meet the requirement. Attendance at the troop meetings and activities is necessary to meet the requirement.

## **8. Scoutmaster Conference**

Every Scout must have a Scoutmaster conference prior to every rank advancement or board of Review. **The Scout must present himself in full Class A** uniform. During this conference, the Scoutmaster and Scout will discuss his attitude, performance, schoolwork, outside activities, his scouting skills, etc. The intent is to provide feedback from the troop activities and discuss with the Scout, his "Scout Spirit" and how he applies his skills and Scouting standards to his every day life.

## **9. Board of Review**

In order for any Scout to advance to any rank, the Scout must complete every requirement of that rank, to include a conference with the Scoutmaster and stand a Board of Review. **The Scout must present himself in full Class A uniform.** The Board of Review is a group of three or more adults that are not Scoutmasters or Assistant Scoutmasters. These adults will ask the Scout many questions ranging from his concerns, to his skills. Their purpose is to validate the readiness of the Scout, relative to his skills and maturity, and his worthiness of promotion.

## Chapter 6

### ***Discipline***

#### **1. General**

Discipline policy in Scouting is simple; the doors of Scouting are always open to those who strive to follow its law. Adherence to Troop 6 policies will, primarily, be handled by the boy leaders with adult intervention only to maintain safety, preclude property damage, avoid disrupting other organizations' activities and/or restore order in extreme cases of unruliness.

#### **2. Obedience**

***Obedience*** in Troop 6 is to the Scout Oath and Law. The Oath and Law make being a good citizen of the troop, camp or community possible. Obedience to the Scout Law includes respect for Scout leadership and adult leadership and all members and guest of the troop. Respect for adult and Scout leadership is expected. Hazing, of any type, will not be tolerated. Boys or adults observing such activity will take immediate measures to stop it.

#### **3. Youth Leadership Enforcing Discipline**

a. Discipline in the troop will be handled by the Patrol Leaders and Senior Patrol Leader. Respect and cooperation, among each other, are essential. A scout is “obedient” and “courteous”. In the event that a troop member violates this part of the Scout Law, the youth leaders, using their leadership skills, will try to discuss the matter with the Scout and remedy the situation. The following process steps will be taken:

(1) The Patrol Leader will try to discuss the matter with the Scout. If the Patrol Leader cannot handle the problem, he will seek assistance the Senior Patrol Leader. *The Patrol Leader has the authority to ask that Scout to leave a patrol meeting and report to the Senior Patrol Leader, after trying to resolve the matter from within the patrol.*

(2) The Senior Patrol Leader, using his leadership skills, will try to discuss the matter with the Scout to remedy the situation. When the Senior Patrol Leader cannot handle the problem, he must obtain help from the Scoutmaster. *The Senior Patrol Leader has the authority to ask that Scout to leave the meeting area and report to the Scoutmaster.*

(3) When the matter is referred to the Scoutmaster, the Scoutmaster will, depending on the seriousness of the situation, either task the Assistant Scoutmaster of that patrol to handle it or the Scoutmaster himself will handle the problem. If found warranted, the following discipline options may be taken by the Scoutmaster (depending on the seriousness and the frequency of verbal warnings):

- **First Infraction**
  1. Conference with the Scoutmaster
  2. Documented on the Scouts record, maintained by the Scoutmaster.
  
- **Second Infraction** (*does not have to be the same as the first*)
  1. Conference with Scoutmaster
  2. Phone call to parents explaining the problem and stating that further infractions may result in further action, up to temporary suspension.
  3. Documented on the Scouts record, maintained by the Scoutmaster.
  4. Parent(s) *may* be requested to attend meetings to help supervise their Scout.
  
- **Third Infraction**
  1. Conference with Scoutmaster **and** parents.
  2. Scout **may be** suspended from any or all troop activities for a period of time as deemed by the Scoutmaster.
  3. A Troop Reinstatement Review Board may be required to resume troop activities.

e. The above steps are not meant to discourage either the Patrol Leader's or Senior Patrol Leader from seeking advise from the Scoutmaster or any adult leader when they are having leadership challenges, but are intended to state **discipline options** in advance. Scout and Scout Leaders should remember and use their proper channels.

#### **4. Troop Reinstatement Review Board**

a. This board evaluates Scouts who have been suspended from the troop for any reason. After the completion of the defined suspension period, and prior to resuming troop activities, the Committee Chairman will convene a reinstatement review board to meet with the Scout and his parents to assess his intentions regarding pursuit of the Scouting program. The members of the troop reinstatement review board will consist of the Committee Chairman, Scoutmaster, Senior Patrol Leader and, as deemed necessary, respective designated representatives from the committee.

b. Based on the conclusions of the Board, the Scout will either:

- Resume troop participation and activities
- Or continue his suspension for a period as recommended by the Scoutmaster and approved by the board
- Or be dismissed from the Troop

c. Continuation of the suspension requires a meeting with parents, the Committee Chairman and Scoutmaster to discuss the position of the board.

d. Upon reinstatement, a Scout will be on probation for a minimum of two months. Additional infractions within the probation period are grounds for immediate dismissal from the troop, by the troop committee.

e. Failure to attend the review board meeting will result in an automatic dismissal from the troop.

## 5. Adult Leadership Enforcing Discipline

a. Although the Scouting Program should be “boy run”, the adult leadership (i.e. Scoutmaster and Assistant Scoutmasters) has the authority to take immediate disciplinary action, when appropriate. Such appropriate instances are as follows:

- Stealing
- Physical abuse of another person
- Verbal abuse of another person
- The use or possession of any tobacco products in any form
- The use or possession of any alcoholic beverage of any form
- The abuse of prescription and/or non-prescription drugs
- Causing harm to the environment by willfully disregarding scouting guidelines
- Willfully destroying or defacing the property of others
- Lack of self discipline
- Lying
- Acts unbecoming a scout
- Cursing
- The possession of any form of fireworks, firearms or ammunition
- The possession of Sheath knives
- The possession of sexually explicit materials

If it becomes necessary for the Adult to take immediate action, the Senior Patrol Leader will be informed accordingly. If the Scout cannot be controlled, or if the infraction is significant in nature, the parents will be called to pick him up, immediately, from wherever the troop is at that time. **Physical discipline is not permitted.**

January 1, 2008

## Chapter 7

### ***Outdoor Activities***

#### **1. General**

The BSA program is designed for fun in the outdoors. The troop will make every attempt to have at least one outdoor activity per month. These activities will most often be camping trips, but on occasion might be day events. The activities planned for these events will reinforce the skills and ideals of Scouting.

#### **2. Scheduling Camping**

Camping trips and activities shall be planned for an entire year by the Patrol Leaders Council as part of the process of planning the troop's annual calendar of events. The troop will make every attempt to schedule the camping trips and other troop events around events already scheduled by the school, district, council, or the OA.

#### **3. Support for Camping**

a. Two registered adult leaders or one adult leader and a parent of a participating Scout (at least one leader must be 21 years of age) are required for all trips or events.

b. The Scoutmaster, an Assistant Scoutmaster or a troop committee member will be assigned responsibility for each camping trip and event. Responsibilities include:

- Notifying Scouts and families, via flyer, two weeks in advance of the camping trip
- Filing camp/facilities request forms
- Filing tour permits with ELIZABETH RIVER District two weeks in advance
- Arranging transportation
- Accounting for necessary fees (camp fees and food costs)
- Assuring adequate leadership is available

c. Guidelines for arranging transportation:

- All drivers must be licensed
- There must be a licensed driver at least 18 years of age in each vehicle
- Adult tour leader (at least 21 years of age) will be in charge and accompanied by an assistant
- All driving should be done in day light when possible

- Owner/driver will have property damage and personal liability insurance coverage at the dollar limits prescribed by BSA
- Occupancy limits of the vehicle will not be exceeded
- Each occupant will have a seat belt

#### **4. Funding**

- a. Scouts participating in camping trips will be responsible for the cost of the event. The troop dues do not provide sufficient funds to sponsor troop camping trips and events. The adult leader responsible for a particular camping trip will advise Scouts, via e-mail, of any camp fees required.
- b. When a scout reported that he plans to attend an outing, his attendance is calculated in figuring the cost of the trip. If the scout decides, during the week before the trip, to change his mind, he may be expected to pay anyway.

#### **5. Food**

a. Food will normally be the responsibility of the individual or patrol. As part of the camping trip planning process, each patrol will determine a camping trip menu, and make up a shopping list approximately one week prior to the trip. From the shopping list, the patrol will assign a member(s) to purchase food. The Scout(s) buying food will determine the cost per Scout and announce that amount to the participating patrol members. The Patrol Leader shall maintain a patrol record on menu planning and food purchasing duties to ensure all members share in the responsibility. When a scout reported that he plans to attend an outing, the cost for food is based on his decision to attend. If the scout decides, during the week before the trip, to change his mind, he may be expected to pay his share of the food cost anyway

b. Scouts intending to participate in a camping trip or event should be present on the meeting prior to the camping trip. Unless **prior** arrangements with the Scoutmaster, and Patrol Leader have been made, scouts who are not in attendance at the meeting prior to the trip may not be allowed to participate. Although every troop member is encouraged to attend, unplanned and unannounced participants can create confusion on the patrol, as they have worked hard to plan the most thorough details. The Scout should be responsible enough to know when the troop is going camping and should plan his schedule accordingly.

#### **6. Duty Rosters**

Patrol leaders will prepare a rotating duty roster for each camping trip to assure that work such as cooking, cleaning and wood gathering is done by all in a fair manner. The duty roster will be posted at the patrol campsite.

## 7. Camping

a. Whenever possible patrols shall camp as individual units and practice the patrol method. The intent is that each patrol will have:

- A separate campsite
- Its own cooking and campfire site
- Its own cooking pots
- Its own Dutch oven

b. Scouts will not leave a campsite with out the permission of the Scoutmaster. The buddy system will be used on all camping trips. A buddy will accompany any Scout leaving the campsite. The Scout and his buddy will leave word with the scoutmaster of his destination and expected return time.

c. Adults will camp and cook separate from the Scouts. The adults will function as a patrol, themselves.

d. All members of Troop 6 will observe the Outdoor Code.

## 8. Cooking

a. Various forms of cooking will be experienced, including individual, patrol and troop. The camping trip format will be determined by the Scoutmaster / Patrol Leaders Council and will depend on the activities scheduled.

b. Pre-cooked foods are not permitted. The Scout must learn to cook from scratch. Each patrol is provided with a set of pots, pans and utensils. The Patrol Leader / Quartermaster for each patrol is responsible for accountability of the equipment. Individual cooking pots are permitted, if desired. **The adults do not cook for the Scouts.**

c. Cooking will be conducted using a double burner propane stove, dutch oven, backpacking stove or open fire. The propane stove and dutch oven are provided by the troop. The Scoutmaster / Patrol Leaders Council will designate the method of cooking for each camping trip.

## 9. Individual Backpacking Stoves

a. **Back Packing Gas Stoves (propane or liquid gas) are only permitted for Scouts over 13 years of age and the rank of Star OR 14 years of age and must be at least the rank of first class.** At either of these ages, the Scout must receive the

Scoutmasters permission. Safety and maturity are essential. Use of Individual stoves is only permitted during a weekend which has been designated for individual cooking.

b. Scouts, who do not meet the criteria stated above will use the troop provided cook stoves or will cook on open fires, built by the scout, during the camping trips.

## **10. Visitors**

a. Adult family members are encouraged to participate in troop camping trips. Guests will pay the same camp and food fees as other members of the troop. Guest will be expected to provide their own camping equipment, i.e., tents, bedding and cooking utensils.

b. Perspective Boy Scouts may be invited to attend camping trips/events in accordance with BSA regulations, AND with the Scoutmasters permission, depending on the type of activity the troop will be experiencing. A Scout intending to invite guest for a camping trip must notify the Patrol Leader, Senior Patrol Leader **and** Scoutmaster to insure the guest is factored in the planning for logistic support. A permission slip from the parent authorizing the guest to attend the event and a medical release form authorizing emergency treatment.

c. Under no circumstance will unmarried male and female campers share tents. If there are female guests, one adult leader must be a women 21 years of age or older.

## Chapter 8

### ***Equipment***

#### **1. General**

Troop 6 operates under the old adage; "Take care of your gear and your gear will take care of you." Accordingly each Scout is responsible for providing his own personal camping equipment. The troop committee's responsibility is to secure adequate number of patrol cook kits and other patrol or troop gear as needed. The outdoor/activities chairman shall work closely with the troop quartermaster to maintain the troop's equipment with adequate repair and storage.

#### **2. Categories of Equipment**

##### **a. Personal equipment**

Certain equipment is necessary for your Scout to camp safely. You do not have to purchase all of the equipment at one time. The Troop Leaders will advise you of items that are most needed at particular times of the year.

The following is the minimum needed for the troop activities:

- Tent - 2 man dome type recommended
- Sleeping bag - cold weather type (20 degree)
- Ground Cloth - plastic for under tent (cut same size as tent)
- Back Pack - External Frame Type (recommend the "Kelty" brand)
- Flash Light - 2 AA cell type
- Mess Kit
- Pocket Knife - Must have earned the *Totin' Chip*
- Emergency Rain Gear
- Day Pack - Book Bag type for hikes

Other items may be desired and/or necessary depending on weather and environmental conditions.

##### **b. Troop / Patrol Equipment**

The troop will provide each Patrol with at lease the following:

- 1@ two burner propane stove
- 1@ set of cooking pots
- 1@ set of cooking utensils
- 1@ Dutch oven with lid and handle
- 1@ fire barrel
- 1@ 5 gallon water jug
- 1@ Wash Basin

### **3. Control of Equipment**

#### **a. Personal equipment**

Each Scout is responsible for the purchase and use of his own equipment. It is strongly recommended that individual equipment be labeled or etched with the Scout's name, initials and/or identifying mark to avoid disputes over ownership of similar items.

#### **b. Troop and Patrol Equipment**

The Patrol Leader is responsible for ensuring the proper storage and control of troop equipment. If this position is not filled, the Patrol Leader will carry out the duties of the Quartermaster. The troop equipment is issued to the Patrol Leader, assistant Patrol Leader or acting Patrol Leader. When it is returned, it will be in clean usable condition.

### **4. Safety Considerations with Equipment**

a. Liquid or propane fueled heaters are prohibited at troop camping functions.

b. Lanterns and/or stoves shall not be operated inside tents under any circumstances.

d. Patrol leaders, under the supervision of their assistant Scoutmaster, will hold patrol inspections for all Scouts of their patrol, attending an event, prior to departing the meeting place. Concerns with serviceability of a Scout's personal gear will be brought to the attention of the Assistant Scoutmaster.

e. All axes, saws and hatchets shall be kept in an approved sheath when not in use.

f. Personal sheath knives are not authorized at any troop activity.

### **6. Damage To Equipment**

a. Willful damage to property is a violation of the "Scout Law". A Scout is "trustworthy." Any Scout willfully damaging troop, patrol, or personal equipment will be subject to disciplinary action and afforded the opportunity to replace damaged equipment.

b. Accidental damage to equipment will be investigated by the Assistant Senior Patrol Leader under the supervision of the Assistant Scoutmaster. If the accidental damage is determined to be the result of negligence, the negligent party shall be afforded an opportunity to replace the damaged equipment.

c. Equipment that is damaged or worn through normal wear and tear will be replaced by the troop, as recommended by the Adult Leader.

## Chapter 9

### *Order of the Arrow*

#### 1. General

The Order of the Arrow is a Brotherhood of Campers - Scouts and Scouters - who best exemplify the Scout Oath and Law in their daily lives and by such recognition, cause other campers to conduct themselves in such manner as to warrant recognition. Members of the Order of the Arrow can be recognized as they wear a “flap patch” on the pocket flap of the right shirt pocket and, on occasions, wear a white sash with a red arrow embroidered thereon. The Order of the Arrow is to crystallize the Scouts habit of helpfulness into a life purpose of leadership in cheerful service to others.

The journey through the Order of the Arrow include the following “levels” of membership:

- **Ordeal** - (White sash with a red arrow) Arrowmen who have been elected, “tapped out” (officially notified) and attended the “ordeal” ceremony and received the initial teachings of the Order.
- **Brotherhood** - (White sash with a red arrow and horizontal bars on each end) Arrowmen who have received the “Ordeal”, served ten months as an Ordeal Member, learned further teachings of the Order, stand an examination, and participated in the Brotherhood Ceremony.
- **Vigil Honor** - (White sash with a red arrow and a horizontal bar on each end of the arrow and a triangle in the middle of the arrow) Arrowmen who have received the “Ordeal”, served as Brotherhood for 24 months, and served the Order beyond that expected, demonstrated service to others as his priority and demonstrated the scouting ideals to its fullest extent. This level is an honorary level.

#### 2. Membership Eligibility

To become a member of the Order, a scout must meet the following criteria:

- Be at the rank of 1<sup>st</sup> Class or higher
- Must have 15 nights of overnight camping to include 6 days and 5 nights of long term camping (summer camp), and 10 nights of short term camping (weekend camping) over the last 24 months.
- Must be recommended by the Scoutmaster
- Must be elected by his fellow scouts

One adult each year may become a member if he meets the following criteria:

- Must meet the same camping requirements as the youth.

- Must be *recommended* by the Scoutmaster and the Troop Committee to the Lodge adult selection committee.
- Adults may only be recommended by units, which have an election that yields a candidate.

### **3. Election**

Election is held in the spring each year, during a regular Troop meeting. There must be over half of the troop members present, to hold election. Of the eligible candidates, at the time of election, the candidate must receive votes of over  $\frac{1}{2}$  of the scouts present, by closed ballot.